

To: Board of Selectmen

Cc: Town Administrator, Deputy Town Administrator

Date: May 20, 2016

Treasurer's Report for April 2016

Balance Sheet Items:

Cash balances: \$1,515,008 (include emergency vehicles account and reserves)

2015 taxes outstanding: \$ 91,214 (99.2% of commitment collected)

Other years' taxes outstanding: \$ 40,941 (versus \$61,556 on December 31, 2015)

Accounts receivable: \$15,643 (includes 25% of the State's 2015 homestead payment)

Revenue and Expense Items:

Non-property tax revenue available to reduce taxes: \$ 532,060 (29% of forecast)

Excess of non-property tax revenue over forecast, if any, will increase unassigned fund balance.

Generally speaking, spending patterns are following prior years. Certain personnel changes in 2015 impact year to year comparisons in Codes Enforcement and the Planning Office. The Special Projects line reflects the payment to Harpswell Heritage Land Trust.

Tax Anticipation Note Financing

Closing on the Town's \$3.1 million dollar TAN financing occurred on May 5th and funding occurred the following day. The full amount was drawn at that time.

Notice to Remove Personal Property

These notices were mailed on May 13th to the four persons who formerly were assessed. The time for removal of any personal property from the tax acquired parcel expires on May 31, 2016.

**TRIAL
BALANCE**

**December 31,
2015**

April 30, 2016

Assets:

Cash, including petty cash	\$4,601,168.92	\$1,515,007.81
Taxes Receivable:		
2015	\$332,522.17	\$91,213.59
2014	\$59,374.16	\$38,813.16
Other years	\$2,181.95	\$2,125.66
Tax Supplements		-\$12,260.00
Prepaid Expenses	\$16,650.00	\$16,650.00
Accounts Receivable	\$74,807.00	\$15,642.80

**TOTAL
ASSETS**

\$5,086,704.20

\$1,667,193.02

Liabilities and Deferred Revenues:

Fees Collected for the State	\$395.20	\$23,030.28
Amts Withheld (Advanced on behalf of) Employees		(\$5,963.98)
Accounts Payable and Other Liabilities	\$8,027.06	\$552.01
Prepaid/Overpaid Taxes & Refunds	\$4,645.39	\$12,264.54
Prepaid Mooring Fees & Licenses	\$1,375.00	
Deferred Revenue	\$276,500.00	\$270,000.00
Total Liabilities & Deferred Revenues	\$290,942.65	\$299,882.85

Fund Balance:

Interfund Liability - Special Revenue Funds*	\$44,205.35	\$44,205.35
- Bandstand Fund	\$7,278.71	\$7,278.71
Capital Project Carryover	\$822,665.00	\$822,665.00
Amounts Carried forward	\$453,771.00	\$453,771.00
Fund Balance:	\$3,467,841.49	\$39,390.11

TOTAL LIABILITIES & FUND BALANCE

\$5,086,704.20

\$1,667,193.02

* Recreation and grant programs

Non-property Tax Revenues

	4/30/2015	4/30/2016	% of Forecast	Forecast
Excise taxes (auto, boat)	\$318,633.95	\$314,597.48	28.09%	\$1,120,000.00
Registrations (auto, boat, atv, snomobile)	\$6,215.00	\$6,155.00	27.98%	\$22,000.00
Permits (building, plumbing,planning bd)	\$22,333.80	\$28,016.70	32.96%	\$85,000.00
Fees (moorings, passports, bd of appeals)	\$65,412.00	\$64,110.00	76.69%	\$83,600.00
Licenses & Fines (shellfish, hunting, fishing, dogs)	\$18,304.00	\$23,924.45	94.56%	\$25,300.00
Franchise Fee			0.00%	\$80,000.00
Copies	\$771.60	\$1,009.90	28.85%	\$3,500.00
R/C & Transfer Station (fees & sales)	\$25,451.97	\$34,792.44	22.37%	\$155,500.00
Interest	\$1,679.51	\$1,759.76	22.00%	\$8,000.00
Donations	\$500.00	\$1,750.00	17.50%	\$10,000.00
Refunds and other	\$1,187.40	\$2,071.04	129.44%	\$1,600.00
Property Sales & Leases		\$3,098.99	123.96%	\$2,500.00
Interest on Prop. Tax & Lien Charges	\$4,781.92	\$5,482.13	26.11%	\$21,000.00
Other State Reimbursements (URIP, GA, etc.)	\$1,473.30	\$6,891.42	12.76%	\$54,000.00
Harpswell Coastal Academy	\$30,000.00	\$10,000.00		\$10,000.00
Tower Lease	\$10,433.47	\$10,746.47	51.17%	\$21,000.00
Subtotal	\$507,177.92	\$514,405.78	30.21%	\$1,703,000.00
Revenue Sharing	\$21,425.21	\$17,626.03	29.38%	\$60,000.00
Homestead Exemption & BETE		\$28.00		\$66,000.00
Total Available to Reduce the Commitment	\$528,603.13	\$532,059.81	29.09%	\$1,829,000.00
Recreation Fees (excluded from forecast)	\$26,442.00	\$31,358.25		
Grants & Gifts with specified purposes	\$2,765.00	\$850.00		
Comcast Grants	\$11,400.00	\$11,400.00		
Interest on Emergency Vehicle A/C	\$222.08	\$400.85		
Total (Agrees to Revenue Control)	\$569,432.21	\$576,068.91		

Condensed Appropriation Control

	Expended or Encumbered		Appropriations & Carryovers	
	2015	2016		
General Gov't, incl. Elected Officials	\$166,162.42	\$166,145.78	\$477,289	34.81%
Risk Management	\$15,206.80	\$14,548.20	\$56,393	25.80%
Employee Benefits	\$101,030.98	\$133,179.61	\$355,954	37.41%
Town Departments:				
Assessing	\$20,013.10	\$21,826.68	\$78,219	27.90%
Codes Enforcement	\$30,845.21	\$45,650.09	\$131,652	34.67%
Tax Collector's Office	\$7,682.85	\$9,137.62	\$34,104	26.79%
Town Clerk's Office	\$14,758.06	\$14,180.30	\$58,595	24.20%
Town Planner	\$15,547.47	\$18,194.11	\$72,132	25.22%
Committees & Commissions	\$524.56	\$1,618.41	\$5,110	31.67%
Treasurer	\$7,307.58	\$9,003.68	\$29,308	30.72%
Harbormaster	\$12,510.95	\$13,358.24	\$46,603	28.66%
Animal Control	\$11,785.75	\$11,093.27	\$25,933	42.78%
Facilities:				
Municipal Buildings	\$28,717.46	\$22,042.01	\$84,400	26.12%
Town Dock & Landings	\$417.00	\$1,181.50	\$78,762	1.50%
Cedar/Robinhood Beach	\$2,925.00		\$2,500	
Cemeteries			\$6,000	
Public Works:				
Recycling Ctr. & Transfer Stn.	\$75,538.63	\$73,397.24	\$333,971	21.98%
Road Maintenance	\$1,921.66	\$4,639.03	\$65,000	7.14%
Snow Removal	\$352,044.73	\$321,422.00	\$446,324	72.02%
Signs	\$184.84	\$1,100.28	\$3,000	36.68%
Protection & Safety:				
Law Enforcement	\$149,318.43	\$150,765.60	\$356,036	42.35%
Marine Patrol	\$76,392.26	\$77,806.92	\$189,396	41.08%
Marine Specialist	\$2,632.50	\$2,250.00	\$15,000	15.00%
Fire & Rescue Dept. Operations	\$16,391.54	\$15,162.85	\$180,000	8.42%
Fire & Rescue Services - Other	\$117,082.88	\$118,001.58	\$287,914	40.99%
Street Lighting	\$8,186.18	\$7,671.00	\$29,000	26.45%
Social & Cultural:				
General Assistance	\$7,369.72	\$4,895.72	\$15,300	32.00%
Social Services			\$18,230	
Cultural	\$36,172.75	\$36,836.25	\$250,823	

Recreation Programs	\$13,569.74	\$17,921.06	\$66,934	26.77%
Recreation Department	\$9,853.20	\$12,844.74	\$39,206	32.76%
Special Projects & Capital Reserves:				
Special Projects	\$18,541.65	\$85,186.58	\$223,851	38.06%
Capital Reserves	\$20,213.45	\$26,495.99	\$1,408,752	1.88%
Mitchell Field	\$1,166.37	\$4,240.04	\$11,300	37.52%
Other:				
Grants		\$995.11	\$12,976	
Debt Service	\$34,175.38	\$28,428.61	\$550,000	5.17%
West Harpswell School	\$694.58			
Mitchell Field Pumphouse and Tower			\$202,000	
Total Municipal Budget	\$1,376,885.68	\$1,471,220.10	\$6,247,967	23.55%
MSAD # 75	\$2,526,331.00	\$2,555,206.80		
Cumberland County				
TOTAL	\$3,903,216.68	\$4,026,426.90		